

DRAFT MINUTES OF THE ORDINARY MEETING OF THE PARISH
COUNCIL ON

MONDAY 2nd FEBRUARY 2026 IN THE HALL, ELHAM PRIMARY
SCHOOL STARTING AT 7.30pm.

15.26 Those Present: Councillors: K Lamb (Chair), C Chapman (Vice Chair) B Swan, G Clements, K Allen, C Francis, the Clerk, and 7 members of the public.
Apologies: S Peall.

16.26 To declare any Disclosable Pecuniary Interests (DPI), Other significant interests (OSI's) or a voluntary interest relating to items on the agenda.
None were declared.

17.26 Minutes

The Ordinary meeting of the Parish Council held on 5th January 2026 were **approved** and were signed as a true record by the Chair of meeting.

The meeting was adjourned 18.26

18.26 Public Contribution -No members of the public asked questions, made representation or gave evidence on items transacted on the agenda.

The meeting was reconvened to discuss 19.26 onwards.

19.26 Chairman's Report - (*Please note, no decisions can be made on items under this heading*). No report as items covered on the agenda.

20.26 Finance

1. The Accounts from January 2026 were **agreed** as true record and were signed by the Chairman of the meeting.
2. The Bank Reconciliation from January 2026 was **agreed** as true record and was signed by the Chairman of the meeting.
3. The following virements were considered and **agreed**:
£3200 from General Reserves to Clerks Salary, £125 for Clerks Office Expenses to Office Expenses.
4. The January 2026 invoices were **agreed**, and payments were approved. *Please see appendix 1.*

21.26 Planning

1. The following applications were considered and comments agreed:

25/2298/FH -Longland Farm, Exted Hill, Elham CT4 6UD- Erection of rural workers dwelling with associated works. Agreed views and comments of the Parish Council:
TO OBJECT

Comments of the Council are:

- The applicant has not provided sufficient evidence to demonstrate an essential, full-time on-site presence is required for this development. The information submitted does not

clearly justify why existing dwellings in the locality could not support the needs of the business.

In line with national guidance, we need to consider if an isolated rural dwelling is warranted in this location without robust justification. Essential Need Not Demonstrated (NPPF 84a)

We note planning application FHDC - 25/1752/FH – Farm Yard rear Meadow Barn, North Elham Hill, Elham - this application has just been recommended to be refused by the case officer, Robert Allen, based on the grounds, current labour structure, financial viability or that a permanent dwelling is justified for the business.

- There is no clear, verifiable evidence demonstrating that the business is financially viable, long-term, and capable of supporting a dedicated rural worker's dwelling. Without this, the proposal risks establishing a new residential property in the open countryside without policy justification. The application conflicts with typical Local Plan policies for rural workers' dwellings (e.g., policies equivalent to LP39 – Dwellings for Rural Workers), which require that the enterprise be established for a minimum period, demonstrably profitable, and able to sustain the financial burden associated with constructing and maintaining a permanent dwelling. Without this assurance, the proposal risks creating an unjustified new residential build in open countryside, contrary to both NPPF Paragraph 80 (general restrictions on new isolated homes) and local countryside protection policies.
- The site lies within the AONB, where development must conserve, enhance, sympathise, and harmonise with the landscape. It is felt that the introduction of a new permanent dwelling and associated domestic curtilage would have a harmful urbanising effect, detracting from the open and undeveloped rural character of Exted Hill. and is therefore not considered to accord with the requirements for development within an AONB. Harm to the Kent Downs AONB (NPPF 176)
- The scale and specification of the proposed dwelling exceed what would reasonably be required for its stated functional purpose. The size and appearance suggest a level of domestic accommodation not fully aligned with the limited needs of a rural enterprise, thereby undermining the justification for a new dwelling. National guidance makes clear that rural worker dwellings must be *proportionate to operational need* and not provide a level of domestic accommodation inconsistent with the scale of the enterprise. An oversized dwelling undermines the justification for allowing a new home in the countryside and conflicts with the principle that such dwellings should be modest, functional, and strictly tied to the enterprise's needs. The property could be repositioned lower in the site with a tree planting scheme which would have no impact on the usability of the dwelling for its stated purpose

We note planning application FHDC - 25/0439/FH Stoneacre - refused by virtue of its bulk, size, scale, and design, and be visually harmful to the AONB

- The supporting documentation does not provide sufficient reassurance that potential ecological impacts have been fully assessed or mitigated. There needs to be careful

consideration of local habitats, boundary features and biodiversity impacts before development can be supported, and must be consistent with policy expectations for ecological safeguarding under both the NPPF (Section 15) and local biodiversity policies

We note planning application FHDC - 25/1495/FH - was refused on biodiversity grounds.

In conclusion

- Based on national and local policy tests — including NPPF Paragraphs 80, 84a, and 176, and local rural housing, countryside, and landscape protection policies equivalent to LP35, LP36, and LP39 — the application does not provide sufficient justification for a new dwelling in the countryside, nor does it meet the functional, financial, environmental, or landscape requirements that must be satisfied for approval.
- The proposal is therefore not policy compliant, would cause landscape harm within the AONB, and lacks the level of evidence needed to support even a conditioned approval. If permission were ever to be considered, a strict Agricultural or Rural Worker Occupancy Condition would be necessary — but the current submission does not merit such consideration.

We note that the AONB are not listed as a Consultee, we would request that the AONB be consulted on this application.

We requested that, should the Case Officer be minded of approving the application, it be referred to FHDC Planning Committee for determination.

26/0015/FH - Little Boyke, Boyke Lane, Ottinge CT4 6XL - Side and rear single storey extension and erection of single storey outbuilding. Agreed views and comments of the Parish Council: **No objection.**

2. No applications were received since the agenda was issued.
3. To **note** any decisions made by Folkestone and Hythe District Council
25/1815/FH - 2 Fairfield, Elham, Canterbury, Kent CT4 6UT - Retaining wall and patio area to rear

Approved by Folkestone and Hythe District Council with conditions.

25/1824/FH - St Marys Church, The Square, Elham, CT4 6TT - Dismantle a section of flint wall, rebuild using reclaimed flints from the dismantled wall with soldier brick course and point with natural hydraulic lime mortar to include buttresses either side of the 12m section of wall.

Approved by Folkestone and Hythe District Council with conditions.

22.26 Assertion 10

1. The Clerk outlined the main requirements relating to Assertion 10, a new requirement introduced for the 2025/2026 AGAR. The Council received the explanation and noted the actions necessary to ensure compliance. It was **agreed** that to defer this agenda item until the March Ordinary meeting of the Parish Council.
2. The IT Guidance in line with Assertion 10, it was **agreed** to defer this agenda item until the March Ordinary meeting of the Parish Council.

23.26 Public Participation – The Public Participation Guidance, in line with the Standing Orders, was considered and **approved**.

24.26 Highway

The Highways Lead provided an update on the current pothole situation within the village. Members of the public can report potholes on the KCC portal <https://www.kent.gov.uk/roads-and-travel/report-or-track-a-problem-on-the-road-or-pavement>

Correspondence received regarding flooding and draining issues at the bottom of Running Hill and Duck Street was discussed. It was **agreed** that the Clerk will contact KCC Highways, copying in KCC Cllr Hespe, to request a site meeting to review the issues.

25.26 Churchwall

It was reported that repairs to the section of the church wall are progressing well. Approval has now been received for the construction of the buttresses, and these works will commence in due course.

It was agreed to establish a Working Group to evaluate tenders for the rolling maintenance of the church wall.

26.26 Wellbeing

An update was given on the Music for Mind event taking place on 13th February. The tickets and raffle tickets are for sale in Elham Valley stores, Elham Teahouse and the Kings Arms. All funds raised will go to South Kent Mind.

27.26 Environment Group

It was **agreed** that the Clerk would submit an application to the Woodland Trust for the provision of whips to be planted along the boundary of the Elham Cricket Pitch.

28.26 To hear verbal reports from

County Councillor – C Hespe – no report available at time of meeting.

District Councillor - J Butcher, D Godfrey – apologies received.

District Council Report Cllr Stephen Scoffham

Sustainable Futures Forum

The Sustainable Futures Forum continues to flourish. We had a meeting last week that focused on volunteering and the opportunities for businesses to link with local groups to promote community action. Despite the pouring rain around 70 representatives attended and there was a good mix of age ranges and interests. It is extremely heartening to see so much energy and enthusiasm for sustainability in Folkestone and the surrounding district and the forum has all the signs of becoming a flagship venture. Many congratulations to Liu Batchelor and James Wilderspin for all the work they are doing to make a forum such a success.

Hawkinge Sustainability Hub

Together with Councillor Butchers and other stakeholders, I have been involved in discussions about creating a Sustainability Hub in Hawkinge. This could have multiple

roles ranging from health and social issues to recycling and carbon reduction. The need for the hub has been identified by the Town Council and local community who strongly support it. Details to do with governance and management are now being discussed, and a site has been identified alongside the existing Community Centre. The next stage will be to seek planning permission and to devise the Business Plan.

A260 Traffic Management

I am continuing to work with fellow parish, district and county councillors to press for better traffic management on the A260 in Densole. Safety is a key issue, particularly for disabled people, and children several of whom have suffered injuries from road crossing accidents. With around 80,000 vehicles travelling along the road every day, any improvements to this dangerous stretch of road would be most welcome but have been stubbornly resisted up till now.

Green grants

Last year's green grants scheme was a great success and attracted dozens of applications, many of them for small grants to kick start local initiatives. As well as tracking how these are progressing, I am excited by the prospect of a second round of grants in the coming year. Do keep an eye on these as they are a great opportunity to initiate and promote projects which have community and environmental benefits.

Bathing water quality

Bathing water quality is an on-going problem which has been proving extremely difficult to resolve. Although the council has no direct powers in this area, we now have regular contact with Southern Water at both a community and officer level, and we are doing our utmost to keep up the pressure for our beaches to be free from contamination. Despite these best efforts we are achieving very little success. Untreated sewage was discharged into the sea in our district on just about every day last month.

Recycling initiatives

Recycling rates have remained fairly static over the past year. Given that packaging, especially cans, has been getting lighter, this actually represents an improvement – we have to run to stay still. Concentrating on food waste is a particular priority in the year ahead as this contaminates other materials which could be recycled. There are plans to extend existing campaigns to reach a wider audience by using a range of communications methods in addition to social media platforms.

Sustainable Tourism

Now that the bid for the UNESCO Cross Channel Geopark has been formally submitted, there are strong reasons to promote Folkestone and the surrounding area as a sustainable tourism destination. There is significant support for this from local hoteliers. The unanimous support for the Geopark which the Council expressed in a motion some 18 months ago, and the statements in the new Corporate Plan, provide a strong base on which to build.

29.26 Correspondence

The receipt of correspondence was noted, and any required actions agreed. *See appendix 2.*

30.26 Date of next meeting and Close - The next meeting will be the Ordinary meeting of the Parish Council on Monday 2nd March 2026 at 7.30pm.
There being no further business the meeting closed at 8.44pm.

Appendix 1 – Approved Invoices and Payments
January 2026 invoices for approved at February 26 meeting

Payee	Cheque No.	Amount	VAT	Net	Comments
Clerk salary **	ONLINE	£1,606.35	£0.00	£1,606.35	Salary
Clerks expenses	ONLINE	£51.00	£0.00	£51.00	Expenses
HMRC **	ONLINE	£461.04	£0.00	£461.04	NI/Tax
Viking Direct	ONLINE	£140.77	£23.47	£117.30	Stationary
Harmers and Son	ONLINE	£11,566.37	£1927.73	£9,638.64	Grounds Main
Harmers and Son	ONLINE	£2052.20	£342.00	£1710.00	Grounds Main
Chris Burrows	ONLINE	£174.17	£0.00	£174.17	Map boards
Elham Primary School	ONLINE	£60.00	£0.00	£60.00	Room Hire
Reliable Networks	ONLINE	£50.16	£8.36	£41.80	Microsoft License
TOTAL		£16,161.86	£2,301.56	£13,860.30	

Direct Debits 2025/2026

NEST (Clerks Pension)

LGPSR 2013 (SI 2013/2356)

Date Taken	Payee	Amount
09.04.25	NEST	£103.45
08.05.25	NEST	£126.56
06.06.25	NEST	£119.16
09.07.25	NEST	£106.42
07.08.25	NEST	£103.45
09.09.25	NEST	£99.00
07.10.25	NEST	£143.57
10.11.25	NEST	£113.86
05.12.25	NEST	£125.11

Appendix 2 – Correspondence

Date	From	Re	Action
02.01.26	Resident	Burial Ground enquiry.	On going communications.
02.01.26	AGE UK	January newsletter.	On website.
02.01.26	Resident	How to discuss future planning application.	Clerk responded.
02.1.26	KCC Highways	KCC Portal log ref: 919956 – St Marys Road.	Informative.
02.01.26	KCC Highways Steward	Response to email re outstanding items discussed in February 2025.	Sent to Highways Lead.
03.01.26	Resident	Further Burial enquiries.	On going. Clerk telephoned and emailed.
03.01.26	D Cllr Scoffham	Monthly report.	Sent to all Cllrs. Within Minutes.
05.01.26	FHDC	Press Release – Taking a look at our financial future.	Sent to all Cllrs.
06.01.26	KCC Highways	No Entry sign to St Marys Road.	Sent to Highways Lead.
06.01.26	KCC Community Engagement Officer	Change to Highways Improvement Plan.	Sent to all Cllrs.
07.01.26	FHDC Planning	25/2298/FH – Longlands Farm, Exted Hill.	Extension requested. Sent to all Cllrs & on website.
07.01.26	WJ Farriers	RPG 383.	Hard copies sent in post.
07.01.26	FHDC	Delivery and read receipt - Precept.	Informative.
08.01.26	Canterbury District Registrar	Requesting copy of Part C of Green Form.	Clerk resent.
08.01.26	FHDC Case Officer	25/2298/FH – Extension granted.	Sent to all Cllrs.
08.01.26	Resident	Pothole adjacent to Village Hall.	Reported directly to Highways Steward as previously reported on portal. CC . Highways Lead
08.01.26	FHDC Planning	Weekly Planning List.	Informative.
08.01.26	FHDC Planning	Weekly delegated list – no decisions received.	Informative.
09.01.26	FHDC	Press Release – Skill up your business for the new year and beyond.	Sent to all Cllrs.

09.01.26	KCC Cllr Hespe	Latest Report.	Sent to all Cllrs.
09.01.26	Relative	RPG 292.	Ongoing communication.
09.01.26	FHDC Planning	26/0015/FH – Little Boyke, Boyke Lane CT4 6XL.	Extension requested. Sent to all Cllrs & on website.
09.01.26	FHDC Case Officer	26/0015/FH – extension requested.	Informative.
12.01.26	KCC Highways Steward.	No Entry sign – Highways Improvement Plan.	Sent to all Cllrs.
13.01.26	FHDC Case Officer	25/1824/FH – St Marys Church application – information request.	Information sent. Sent to all Cllrs.
13.01.26	Environment Group	Churchyard.	Sent to all Cllrs. Clerk awaiting further information.
14.01.26	Environment Group	Woodland Trust.	Clerk responded. CC Tree Warden.
15.01.26	Environment Group	Response to Clerks email. Woodland Trust grant request.	Sent to all Cllrs. Agenda item.
15.01.26	D Cllr Butcher	North Downs Forum meeting information.	Sent to all Cllrs.
15.01.26	FHDC Planning	Weekly Planning List.	Informative.
15.01.26	FHDC Planning	Weekly delegated list – 25/1815/FH – 2 Fairfield.	Sent to all Cllrs. Agenda item.
15.01.26	Resident	Follow up questions.	To respond.
16.01.26	Resident	Pothole to High Street.	Sent to Highways Lead, KCC Highways Steward and reported on telephone.
16.01.26	FHDC Planning	25/1824/FH – St Marys Church, planning approval.	Sent to all Cllrs and contractor.
16.01.26	FOSM	Southern Entrance.	Sent to all Cllrs.
19.01.26	KCC Highways	Holding email re pothole.	Sent to Highways Lead.
19.01.26	FHDC	Press Release- Future of districts swimming pools under the spotlight.	Sent to all Cllrs.
20.01.26	FHDC	Press Release – Positive steps for FOLCA.	Sent to all Cllrs.
21.01.26	RPG 327	Required documentation.	Clerk actioned.
22.01.26	FHDC Planning	Weekly Planning List.	Informative.
22.01.26	FHDC Planning	Weekly delegated list – 25/1824/FH – St Marys Church.	Sent to all Cllrs. Agenda item.
22.01.26	KALC	Response to Clerks email re training.	Informative.

22.01.26	FHDC	Acceptance of planning application 26/0073/FH/CON – 25/1824/FH conditions,	Sent to all Cllrs.
22.01.26	FHDC	Planning Forum – Cancelled.	Sent to Planning Lead.
25.01.26	Resident	Parking to The Square.	Sent to all Cllrs.
25.01.26	Resident	Follow up - various questions. Hard copy received 26.01.26	Sent to all Cllrs. Clerk responded to resident, copy sent to all Cllrs.
26.01.26	FOSM	Update Southern Entrance.	Sent to Chair.
27.01.26	Resident	The Square.	Sent to all Cllrs.
27.01.26	Resident	25/2298/FH – Longland question.	Clerk responded. Sent to all Cllrs.
28.01.26	LS&N River Group	Letter from Treasurer.	Sent to all Cllrs. Agenda item for March.
29.01.26	FHDC Planning	Weekly Planning List.	Informative.
29.01.26	FHDC Planning	Weekly delegated list – no decisions received.	Informative.
29.01.26	FHDC	Press release - Exciting steps for Folkestone regeneration.	Sent to all Cllrs.
29.01.26	FHDC	Press release - Help shape the districts future economic growth.	Sent to all Cllrs.
29.01.26	Resident	Storm water – Duck Street / Running Hill.	Sent to all Cllrs.
29.01.26	MTS Cleansing	Damage to churchwall – The Square /The Pound.	Ongoing.
29.01.26	Rev Carol	Damage to churchwall – confirmation of Clerks email.	Informative.
29.01.26	Resident	Damage to churchwall – witness details.	Informative.
29.01.26	Police	Reporting ref: BCA-0534-26-4646-04.	Informative.
30.01.26	Resident	Cc email sent to KCC Highways Drainage / Duck Street.	Sent to all Cllrs.
30.01.26	FOSM	Southern Entrance.	Informative.

Email Summary Log –

The Gore	
The Community Orchard	
Churchyard	11
Defibrillator	
Burial Ground	12
Environment Group	4
Twinning	1
Road Closures	
Village Newsletter	1
Highways	10
Planning	24
Wellbeing	48
Grounds maintenance	

Councillors	72
District Councillors	1
County Councillors	1
Other	27